

## **DESIGN REVIEW BOARD**

### **MEETING MINUTES**

**August 13, 2014**

36 Bartlet Street

3<sup>rd</sup> Floor Conference Room B

#### **Call to Order:**

The meeting was called to order at 6:30 p.m. Present were members Craig Gibson, Eric Daum, Suzanne Korschun, Anita Renton and Paul Maue.

#### **SIGN APPLICATIONS**

##### **Cervizzi's Martial Arts, 28 Chestnut Street**

DRB14-15

Mr. Paul Cervizzi, business owner, presented the application. The signs will be replacing existing signage, same size and location.

Mr. Daum moved to accept the application as submitted.

Ms. Korschun seconded the motion.

VOTE: Approved (5-0)

##### **DoveTail Distributors LLC, 46 Main Street**

DRB14-16

Ms. Sophia Alexander, business owner, presented the application. She would like to install a flat attached sign above the awning. The red and white awning will be replaced with a dark gray and white awning. There will be no signage on the awning. The lettering on the sign will be black with a white background. The board liked the simpleness of the sign with the awning.

It was noted that Royal Jewelers replaced the blade sign DoveTail was using. The board felt that they should have reviewed the design prior to installation.

Mr. Daum moved to accept the application as submitted.

Ms. Renton seconded the motion.

VOTE: Approved (5-0)

##### **St. Matthews Masonic Lodge, 7 High Street**

DRB14-17

Mr. Justine St. James, representative for St. Matthews Masonic Lodge, presented the application. They would like to install a non-illuminated anodized aluminum square and compass logo, lagged into the brick front. The square and compass is the international sign of masons. The by-law allows for one attached sign oriented to each street or parking lot on which the business has a façade. There is a sign on the same façade above the entry door. The logo sign attached to the building would be considered a second sign which would require a ZBA decision. It was suggested that they measure the signage above the door as the by-law allows for a 2 sq. ft. indicating the name of the occupant.

Mr. Daum moved to approve the design as submitted.

Ms. Korschun seconded the motion.

VOTE: Approved (5-0)

**Mortgage Network, Inc., 2 Elm Square**

DRB14-18

Ms. Dawn Pease of Dawn's Sign Tech presented the application. They would like to install a flat attached alupanel sign (3' x 7') to replace the existing "For Lease" sign using the existing bracket if in usable condition. The board felt the design does not match the architecture of the building. Mr. Daum would like to have the location of the sign reconfigured, move the sign a bit so that it fits below the window sill and centered on the window. Ms. Pease noted that she does not know what condition the existing bracket and frame are in but she agreed to move the sign or reduce the size if necessary.

Mr. Daum moved to accept the application as submitted with the provision that the backing panel for the sign be replaced and installed on the existing brackets slightly lower than the existing sign so that it exposes the complete masonry sill of the window immediately above the sign.

Ms. Korschun seconded the motion.

VOTE: Approved (5-0)

**Laer Realty Partners, 2 Elm Square**

DRB14-19

Mr. Gino Zergen of Corporate Image presented the application. The application is for 3 flat attached signs, the by-law allows for one attached sign for each street the business has a facade. The DRB suggested that the web address sign be eliminated and the middle sign be moved to the south location. The sign is made of individual letters attached. The "tm" is not necessary and they are willing to eliminate it. The background color will remain the same. Mr. Zergen agreed to eliminate the web address. If they choose to use a decal for the web address on the windows, the board would like to see a font to match the signs above. The window decals have a transparent background and do not require a permit.

Mr. Daum moved to accept the application as submitted with the following amendments: the southernmost sign with the web address be eliminated and the central Laer Realty Partners sign be moved to that location and that the trademark notation on the Laer Realty Partners be eliminated.

Ms. Korschun seconded the motion.

VOTE: Approved (5-0)

**Pearl White Studio, 15 Railroad Street**

DRB14-20

Ms. Pearl White, business owner, presented the application. She would like to install a projecting sign on an existing bracket. She is presenting a sign that is 11 sq ft., the by-law allows for 9 sq. ft. Ms. White agreed to reduce the size of the sign to 9 sq. ft.

Mr. Daum moved to accept the application as submitted with the provision that the size of the sign be reduced to 36" x 36" to conform to the by-law.

Ms. Korschun seconded the motion.

VOTE: Approved (5-0)

### **Andover House of Pizza n' Grill, 38 Park Street**

DRB14-21

Mr. Younan Abraham, business owner, and Ms. Dawn Pease of Dawn's Sign Tech presented the application. He would like to replace the graphics on the existing beige awning, painting over the current graphics, illuminated with gooseneck lights. The awning is 269" x 35" x 42". They are allowed 20% of the awning size. They agree to reduce the size to conform, however they need to cover the existing logo. The board suggested that the red outline on pizza slice be removed, and the curve mirror on the other end of the sign.

Ms. Korschun moved to accept the application as submitted with the change that they eliminate the outline on the pizza slice and mirror the curve on the other end of the sign.

Mr. Daum seconded the motion.

VOTE: Approved (5-0)

### **DISCUSSION**

#### **Soiree**

Ms. Dawn Pease of Dawn's Sign Tech discussed the building at 13 Main Street, Soiree. They are painting the façade of the building and the sign is coming down. She would like to repaint the sign and a change of the layout on the sign while they are painting the building. She will not have the time to apply for the next meeting. The board agreed that there was no need for a review of the change on the sign.

#### **Sunoco**

The board reviewed the e-mail from Mr. Torracco regarding proposed changes. They did not have a problem with the changes and approved a memo stating that they had no objection to the changes.

#### **Merrimack College**

There was discussion on the proposed dormitories. It is not required that the DRB review this project.

#### **Old Town Hall**

The plaza is currently under construction. The DRB did not review the plans for the project.

#### **New Member**

Mr. Maue was welcomed as a new member of the Design Review Board.

### **MINUTES**

#### **Meeting of May 14, 2014**

Mr. Gibson motioned to accept the minutes with changes.

Mr. Daum seconded the motion.

**Vote:** Unanimous (4-0) Mr. Maue abstained as he was not at the meeting.

Meeting of June 11, 2014

Mr. Daum motioned to accept the minutes with changes.

Ms. Renton seconded the motion.

**Vote:** Unanimous (4-0) Mr. Maue abstained as he was not at the meeting.

**Adjournment**

There being no further business, the meeting of the Design Review Board for August 13, 2014 was adjourned at 7:50 p.m.

Respectfully Submitted,

Patti D'Agata

Approved at September 10, 2014 meeting